



DEVELOPMENTAL DISABILITIES PLANNING COUNCIL MINUTES

Draft Not for Dissemination

May 21, 2010

9:00 a.m. – 12:00 p.m.

Department of Economic Security
Rehabilitation Services Administration
515 N. 51st Ave, Ste. #250
Phoenix, Arizona 85043

A meeting of the Developmental Disabilities Planning Council (DDPC) was convened on May 21, 2010 at the Rehabilitation Services Administration, Phoenix, Arizona. Notice having been duly given. Present and absent were the following members of the DDPC.

Members Present

Stephen W. Tully, Chair	Will Humble
Karla Phillips, Vice-Chair	Tim Martin
Barbara Brent	Ed Myers
Susan Cannata	Charles Ryan
Richard Carroll- Video - Flagstaff	Elmer Saufkie- Telephone
Leslie Cohen-Video - Tucson	Rosemarie Strout
Monica Cooper	Rhonda Webb
John Eckhardt	

Staff/Guests Present

Larry Clausen, Executive Director
Roberta Blyth
Marcella Crane
Ashley Starr

Members Absent

John Black
Collette Chapman
David Copins
David Cutty
Greg Devorce
Joyce Millard Hoie

A. Call to Order:

Chairperson Tully welcomed everyone to the Developmental Disabilities Planning Council (DDPC or Council) meeting. Chairperson Tully made introductions, and welcomed Rosemarie Strout as a new Council member.

- Conflicts of Interest:
 - No conflicts of interest announced.

B. Approval of Minutes

- March 22, 2010:** Monica Cooper made a recommendation to make a change to the May cancellation date, to be listed accurately as the April cancellation date.
 - Motion made by** Stephen Tully
 - Motion seconded by** Barbara Brent
 - Motion carried

C. Special Olympics of Arizona

Tim Martin, CEO, Special Olympics of Arizona and Council Member

Nadine Armstrong, Director of Sports and Training, Special Olympics of Arizona

Tracy Roberts, Unified Sports and Young Athletes Program Manager, Special Olympics of Arizona

- **Unified Sports-** A video giving a detailed description of Special Olympics of Arizona's Unified Sports program was presented. The Unified Sports program involves equal numbers of "athletes" and "partners".
- **Project Unify-** An intern opportunity to provide a quality learning and serving environment to advance participants in the vision, mission and values of the Special Olympics.
- **Youth Activation-** Project Unify is a national project, partially funded by the U.S. Department of Education. The goal is to encourage young people around the country in an effort to develop school communities where all young people are agents of change - fostering respect, dignity and advocacy for people with intellectual disabilities by utilizing the programs and initiatives of Special Olympics.
- **"R" Word Campaign-** Presentation of an "R" Word Campaign DVD that was created by the Special Olympics Youth Activation students from Arizona. The "R" Word Campaign was created to eliminate the demeaning use of the terms "retard" and "retarded".
- **Steps to Better Health-** This program is a health initiative for youth with developmental disabilities. Fifty six percent of the forty-one students involved in Steps to Better Health, dropped their Body Mass Index (BMI) during the programs duration. A DVD regarding healthy athletes was presented.

D. Legislative Standing Committee Updates-

- **Leslie Cohen:**
 - **Legislative Liaison Position-** This discussion will be tabled until next session.
 - **Legislative Talking Points-** Handout is approved by Council after additions of information is updated with the assistance of Barbara Brent.
 - **Legislative Best Practices-** Has been submitted by the Legislative Standing Committee, motion has been approved by the Council.

E. Administrative Planning Standing Committee Updates-

- **Edward Myers:**
 - **Draft Bylaws-** Edward Myers, Standing Committee Chair, reviewed and explained the DDPC Bylaws. Standing Committee supports the changes to finalize the Bylaws. Edward Myers made a motion to approve Bylaws, motion seconded by Susie Cannata, motion carried.
 - **Five Year State Plan-** Edward Myers made a motion to adopt the 2007-2011 Five Year State Plan, motion was seconded by Karla Phillips, motion carried.
 - **Personal Care Attendant Policy-** Standing Committee approved the policy that all Council members will be authorized and responsible for selecting and paying personal care attendants who accompany them to DDPC activities. Reimbursement for approved personal care attendant costs will be made to Council members by the DDPC as established in the policy. Motion to approve made by Edward Myers, motion seconded by Karla Phillips, motion carried.

F. Grants Standing Committee-

- **Will Humble:**
 - **Interagency Service Agreement (ISA) with the Governor's Office-** Standing Committee reviewed and approved the ISA completed by the Governor's Office, paying for personnel expenses related to Patti Cordova as Interim Director for the DDPC. Will Humble made a motion to approve the ISA, motion seconded by Susie Cannata, motion carried.

- **ISA with the Sonoran UCEDD-** This ISA was recommended for collection and analysis obtained from a proposed needs assessment for persons with Developmental Disabilities in the State of Arizona. The final product developed will be used to meet defined goals in the current Five Year Plan and will be used in the design of the new 2012-2016 Five Year Plan. Standing committee reviewed ISA and approved project. Will Humble made a motion to approve, Rose Marie Strout seconded the motion, motion carried. Leslie Cohen abstained from voting due to her involvement with the ISA.
- **The Request for Grant Application (RFGA) process** will be followed under the authority of Arizona Revised Statute §41-2701-2706. The DDPC will award any grant in accordance with the competitive grant solicitation requirements under this statute. Pursuing an RFGA process instead of a Request for Proposal (RFP) will allow the flexibility in developing and evaluating the proposals that are seeking funding from the DDPC.

G. Fiscal Update-

- **Budget/Expenditure Update-** Roberta Blyth, DDPC Fiscal Manager, presented a budget **and** expenditure **update**.
- **In-Kind Match-** The DDPC requires a twenty five percent match on services, with DES matching a smaller percentage. Ms. Blyth noted the importance of increasing the Council's match to maximize availability of funds. As part of this effort, Council members were asked to consider submitting to Ms. Blyth, an estimate of their professional or personal time as represented by an hourly dollar amount. Responses received will be calculated to determine if an increase in Council match can be achieved.
- **Public Records Fee Recommendation-** Staff will prepare a draft policy for a fee schedule to establish cost for public records request.

H. Disability Policy Seminar Update-

- Council member David Cutty and Council Executive Director Larry Clausen attended the NACDD Disability Policy Seminar in Washington D.C. to provide input and receive updates on the healthcare reform. Both Mr. Cutty and Mr. Clausen had the opportunity to meet with five of Arizona's Congressional Leadership staff and share information on the DDPC and several topical areas of concern including education, housing, Autism Spectrum Disorder, modernization of disability terminology, health care and budgetary concerns.

I. Report from Executive Director-

- **One Community Logo-** Following research into copyright and trademark laws, the Council was informed that Service Marking could be done without expense, but that registering the logo would incur initial and ongoing expenses. Rhonda Webb motioned to approve the logo without expending dollars including attaching the Service Mark designation to the logo. Susie Cannata seconded. Motion carried.
- **Council Membership-** The DDPC currently has two consumer member seats available. Council members were asked to refer anyone with an interest in serving on the DDPC to the Governor's Office for Boards and Commission.
- **Legal Counsel-** A formal ISA has been drafted and is under discussion with the Attorney General's Office. When completed the ISA will be submitted to the Grants Standing Committee for review and approval.
- **Westat,** a private research firm contracted by the Administration on Developmental Disabilities (ADD) will be conducting the Developmental Disabilities Program Independent Evaluation (DDPIE) on June 14 and 15, 2010. Council members will be asked to consider participating in the audit process as required by Westat and ADD.

- **Telecommuting** The DDPC staff, excluding the Executive Director, will telecommute one day a week beginning in June.
- **Memorandum of Understanding (MOU)**- The Executive Director is working on several MOU's with other agencies that will support the work of the Council in meeting the current State Plan. All finalized MOU's will be shared with Council members.
- **NACDD Technical Assistance Institute**- Two Council members and three staff members will be attending an upcoming NACDD training opportunity being held in Virginia. An update will be provided at the next full Council meeting.
- **Collaborative Efforts**- Council members are invited to participate in a Employability Rally for individuals with developmental disabilities on October 28, 2010 at the State Capitol. More information will be forthcoming on this event.
- **Retreat Options**- To begin planning for the upcoming 2012-2016 Five Year State Plan, a retreat will be held for Council members tentatively scheduled for October 2010. An Ad Hoc Committee will be formed to include Rhonda Webb, Rose Marie Strout, and Monica Cooper to begin planning this event. Other Council members are welcomed.

J. Business updates and news

Nothing to report.

K. Call to the Public

Judy Walker with the Arizona Department of Health Services announced a Gala planned for July 24, 2010. This event is in celebration of the 20th Anniversary of the Americans with Disabilities Act (ADA). The cost will be \$35, and more information will be forthcoming.

L. Adjournment

A motion was made by Karla Phillips to adjourn. **Motion was seconded by** Rhonda Webb. **Motion carried, and the meeting was** adjourned.